GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

GAD – Cabinet– Directions/ Assurances of Hon'ble Chief Minister -Issue of Government orders – Adherence to the time schedule - Orders - Issued.

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General Administration (Cabinet-II) Department

G.O.Ms.No. 128 Dated: 25/10/2019

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ORDER:-

It has been observed by Hon'ble Chief Minister that in many instances, even after issuance of instructions by Chief Minister/ Chief Minister's Office, Government Orders are not being issued on time. The timely issuance of Government Orders is central to the welfare of the people of Andhra Pradesh. Moreover, delay in taking decision also reduces the effectiveness of the decision.

Therefore, to ensure the strict adherence to the time schedule in issue of Government Orders, and keeping in view Section IV, Rule 20 of AP Business Rules, 2018, the following amendments in the AP Business Rules, 2018 are being made:

All files sent by Hon'ble Chief Minister/ Chief Minister's Office through e-office to all Special Chief Secretaries/ Principal Secretaries/ Secretaries to Government shall be endorsed as one of the three following categories:

a. Out Today (Issue G.O./ Action taken on Same day)
b. Most Immediate (Issuance of G.O./ Intimation of Action Taken in Five working days)
c. Immediate (Issuance of G.O./ Intimation of Action taken in 15 working days)

1. The three categories of files shall be handled in the following manner:

i. Out Today (Issue G.O./ Action taken on Same day)

a. The timeline for issuance of G.O. for all the files endorsed by Hon'ble Chief Minister/ Chief Minister's Office as 'Out today' is T+1 day, i.e. the timeline of 1 day for issuance of G.O. starts the day after the receipt of the file by the concerned Secretary.

b. The action taken on the file shall be intimated by the Sponsoring Secretary on the same day to Hon'ble Chief Minister/ Chief Minister's Office. Post facto approval may be taken from the competent authority subsequent to issuance of the G.O.

ii. Most Immediate (Issuance of G.O./ Intimation of Action Taken in Five working days)

a. The timeline for issuance of G.O. for all the files endorsed by Hon'ble Chief Minister/ Chief Minister's Office as 'Most Immediate' is T+5 working days, i.e. the timeline of 5 working days for issuance of G.O. starts the day after the receipt of the file by the concerned Secretary.
b. The Sponsoring Secretary may consult Finance Department, Law Department or any other department in this regard. The Finance Department and Law Department shall be given 2 days' time to provide response. Any other department shall be given 1 days' time to provide their response. If no response is received from any department(s) (Finance Department/ Law Department/ Any other Department) consulted, then the Sponsoring Secretary may take it as deemed approval. The entire consultation process up to issuance of G.O. shall be completed within the above stated timeline of T+5 working days.
c. The action taken on the file shall be intimated by the Sponsoring Secretary within the timeline to Hon'ble Chief Minister/ Chief Minister's Office.

iii. Immediate (Issuance of G.O./Intimation of Action taken in 15 working days)

a. The timeline for issuance of G.O. for all the files endorsed by Hon'ble Chief Minister/ Chief Minister's Office as 'Most Immediate' is T+15 working days, i.e. the timeline of 15 working days for issuance of G.O. starts the day after the receipt of the file by the concerned Secretary.
b. The Sponsoring Secretary may consult Finance Department, Law Department or any other department in this regard. The Finance Department and Law Department shall be given 3 days' time to provide response. Any other department shall be given 2 days' time to provide their response. If no response is received from any department(s) (Finance Department/ Law Department/ Any other Department) consulted, then the Sponsoring Secretary may take it as deemed approval. The entire consultation process up to issuance of G.O. shall be completed within the timeline of T+15 working days.

c. The action taken on the file shall be intimated by the Sponsoring Secretary within the timeline to Hon'ble Chief Minister/ Chief Minister's Office.

2. Procedure for handling non-compliance of timelines

a. In case of breach of the specified timelines for issuing Government Order, Hon'ble Chief Minister may recall the file to examine the reasons for the delay in issuance of Government Order and may direct Principal Secretary (Political) to issue show cause notice to Concerned Special Chief Secretary/ Principal Secretary/ Secretary for taking necessary action.
b. Further, Hon'ble Chief Minister may authorize Principal Secretary (Political) or any other Special Chief Secretary/ Principal Secretary/ Secretary to Government to issue the G.O. For this, the authorized Special Chief Secretary/Principal Secretary/Secretary to Government may convene a meeting with the concerned Officers and issue the Government Order.

3. Instructions regarding Government Orders/ Memos issued where approval is given by Minister/ Secretary

a. Several Government Orders are also issued where approval is given by Ministers/ Secretaries. If the concerned Department feels that any specific Government Order/Memo may attract the attention of Media, it may be sent to the Chief Minister's Office for perusal before issuing the Government Order.
b. If the concerned Department does not receive any response from the Chief Minister's Office in five working days regarding the draft Government Order, the orders in the said files shall be deemed to have been approved and Government Order may be issued.

4. This G.O. comes into force with immediate effect.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

PRAVEEN PRAKASH
PRL. SECRETARY TO GOVERNMENT (POLL.)

To:
All the Spl.Chief Secretaries/Prl.Secretaries/Secretaries to Government
All Departments of Secretariat

The PS to Prl. Advisor/Prl. Secretary / Secretary/Addl. Secy. to C.M
The P.S. to Chief Minister / Chief Secretary.
The P.S. to Prl. Secretary (Poll).

Copy to:
All Officers in Genl. Admn. Department
All Sections in Genl. Admn. Department
Sf/Sc.

// FORWARDED BY :: ORDER//

SECTION OFFICER